

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE <b>J</b>		PAGE OF PAGES <b>1</b>	
2. AMENDMENT/MODIFICATION NO. <b>0001</b>		3. EFFECTIVE DATE <b>23-Dec-2003</b>		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)	
6. ISSUED BY CODE <b>W912DY</b> US ARMY ENGINEERING & SUPPORT CENTER CEHNC-CT 4820 UNIVERSITY SQUARE HUNTSVILLE AL 35816-1822		7. ADMINISTERED BY (If other than item 6) CODE ACQUISITION SUPPORT TEAM/CT-P ATTN: LAURA STIEGLER 256-895-1171 HUNTSVILLE AL 35816					
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)				<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO. <b>W912DY-04-R-0002</b>			
				<input checked="" type="checkbox"/> 9B. DATED (SEE ITEM 11) <b>20-Nov-2003</b>			
				10A. MOD. OF CONTRACT/ORDER NO.			
				10B. DATED (SEE ITEM 13)			
CODE		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>  1  </u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) <b>SEE CONTINUATION PAGE</b>							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				TEL: _____ EMAIL: _____			
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA  BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED  <b>23-Dec-2003</b>	

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**The following items are applicable to this modification:**CONTINUATION PAGE

a. The purpose of Amendment 0001 is to make the following changes to W912DY-04-R-0002 (previously announced as DACA87-03-R-0020):

- (1) Include the closing date and time of January 9, 2004, 2:00 P.M., local time.
- (2) Paragraph 2 of the Executive Summary. Change the first sentence to read as follows: It is the Government's intent to make up to three awards **to qualified small businesses** under this acquisition.
- (3) Section G, delete clause 52.242-4206, Billing/Payment Office and substitute revised clause 52.242-4206, Submission of Invoices therefore.
- (4) Section H, changes have been made to 52.242-4016, Key Personnel.
- (5) Paragraph L.2.1, correct the title of Volume II. It should read "Management/Organization Capability/Key Personnel."
- (6) Delete the following statement from paragraph L.3.3: "The Offeror may propose modifications, additions, or deletions to the CLINs (found in the Schedule of Section B), as necessary to perform the work required under this solicitation. Changes to the CLINs should be identified and justified as part of the price proposal in Volume III." Add the following sentence to paragraph L.3.3: "Future labor categories may be added at a later date on an as needed basis."
- (7) Incorporate questions with answers received from industry.

b. All other terms and conditions remain the same.

c. Changes have been bolded for ease of clarity.

d. Closing date and time are January 9, 2004, 2:00 P.M., local time. Offerors must acknowledge receipt of this amendment prior to closing date and time.

## SUMMARY OF CHANGES

The following have been modified:

### EXECUTIVE SUMMARY

1. The primary objective of this contract is to provide engineering services support for the Electronic Technology Systems Center, Electronic Security Systems (ESS) and Utility Monitoring and Control Systems (UMCS) under NAICS Code 541690/Other Scientific and Technical Consulting Services. These engineering services will include, but are not limited to, providing program and project management support, training support and other technical and programmatic support. This support may call for extensive domestic and foreign travel. Personnel should be able to obtain necessary security clearances and visas/passports.

2. It is the Government's intent to make up to three awards **to qualified small business concerns** under this acquisition. Contracts will be for a base year with four 1-year option periods. There is no guarantee that any or all options will be exercised on any or all of the resultant contracts. Circumstances permitting, the Government intends to award contracts (without discussion) based upon information contained in the offeror's initial proposal.

Depending on the quality of the offerors' proposals, it is possible that one, more than one or all awards will be made without discussions; it is also possible that after initial 'non-discussion' awards, discussions will be conducted with the remaining offerors in the competitive range which may result in more awards; and it is also possible that discussions may be necessary before any awards are made. The resultant contract(s) will be indefinite-delivery/indefinite-quantity (ID/IQ), as defined at FAR 16.504. Under each contract, task orders may be issued for services. Task orders may be awarded as either (1) firm-fixed price, (2) time and materials or (3) some combination of the above. It is anticipated that approximately 85 percent of the task order efforts will be FFP. However, task orders may be issued on a T&M basis for work of an indefinite nature or to support an urgent need. FFP orders will be bilaterally agreed upon; T&M orders may be unilaterally or bilaterally awarded. In accordance with Defense Federal Acquisition Regulation Supplement (DFARS) 217.7404-3 T&Ms will be definitized by the earlier of: (1) The date that is 180 days after issuance of the action (this date may be extended but may not exceed the date that is 180 days after the contractor submits a qualifying proposal); or (2) The date on which the amount of funds obligated under the contract action is equal to more than 50 percent of the not-to-exceed price. Information in the Schedule of Section B, will provide for services on the basis of payment of labor at specified fixed fully-burdened hourly rates which may include wages, overhead, and general and administrative expenses.

3. The ordering period shall commence upon the date of award and may continue for a period of five years. Labor rates may be escalated annually (see FAR 52.222.43 for limitations) as provided in the Schedule. However, the labor rates in effect at the time an effort is awarded will remain in effect through completion of the awarded effort, unless modified due to an increase in the Department of Labor wage rates.

4. The Government is under no obligation to issue any orders against this contract in excess of the minimum contract obligations. The estimated maximum contract amount is \$24,000,000 over a period of five years (one base year and four option years) to be distributed among the successful offerors. The estimated annual usage is \$4,800,000 to be distributed among the successful offerors. In accordance with Engineer FAR Supplement (EFARS) 16.504 the Contracting Officer has established a minimum quantity (obligation) of \$5,000.00 for each awardee for the base year and \$5,000 for each awardee for the option year(s). In the event that the Government does not award an order(s) that satisfies the minimum obligation, the contractor will be entitled to breach of contract damages, i.e., lost profits and any standby costs. The Government reserves the right to unilaterally exercise the option periods and to unilaterally move unused capacity between contract years.

5. The range of allowable profit is between 6 and 10 percent. Profit will be negotiated on individual task orders based on the size, complexity, and associated risk of each project. Profit is not an allowable cost on travel.

6. Under T&M orders, all hours for direct labor shall be supported by individual daily job cards or time records signed by the individual thereof.

7. The only authorized ordering office is the U.S. Army Engineering and Support Center, Huntsville, Alabama.

## SECTION G – CONTRACT ADMINISTRATION DATA

**52.242-4206 – Submission of Invoices**

All invoices must be submitted to the U.S. Army Engineering Corps of Engineers, Huntsville Center (CEHNC) for technical review and payment. Invoices may be submitted via regular mail (Hard Copy or CD), or web-posting.

- 1) Send regular mail submissions to:  
U.S. Army Engineering and Support Center, Huntsville  
ATTN: CEHNC-ED-ES-J, Invoice Tracking Team  
P.O. Box 1600  
Huntsville, AL 35807-4301
- 2) Send express mail, UPS, etc., mail submissions to the following:  
U.S. Army Engineering and Support Center, Huntsville  
ATTN: CEHNC-Ed-ES-J, Invoice Tracking Team  
4820 University Square  
Huntsville, AL 35816-1822
- 3) Email electronic submissions to the following email address:  
[DLL-CEHNC-Invoices@hnd01.usace.army.mil](mailto:DLL-CEHNC-Invoices@hnd01.usace.army.mil)
- 4) Post electronic submissions to the following website:  
<http://www.hnd.usace.army.mil/Invoices>

**Electronic Invoice Requirements:**

Electronic invoice submissions must be created in black and white and in Adobe's Portable Document Format (PDF) and comply with the requirements specified at the above website. Invoices larger than 10 megabytes in size will not be accepted through the e-mail process.

**Receipt of Invoices:**

For purposes of documenting the receipt date of invoices processed by the CEHNC all hard copy invoices will be date stamped with the date they are physically received in CEHNC mailroom.

Invoices received via e-mail or electronically posted to the above website will be considered received the date of posting or by the time and date the e-mail was sent.

All invoices received after 5:00 P.M. Central Standard Time Monday through Friday will be considered received the following business day.

## SECTION H - SPECIAL CONTRACT REQUIREMENTS

The following have been modified:

LOCAL CLAUSES

252.204-7000 DISCLOSURE OF INFORMATION (DEC 1991)

(a) The Contractor shall not release to anyone outside the Contractor's organization any unclassified information, regardless of medium (e.g., film, tape, document), pertaining to any part of this contract or any program related to this contract, unless--

- (1) The Contracting Officer has given prior written approval; or
  - (2) The information is otherwise in the public domain before the date of release.
- (b) Requests for approval shall identify the specific information to be released, the medium to be used, and the purpose for the release. The Contractor shall submit its request to the Contracting Officer at least 45 days before the proposed date for release.
- (c) The Contractor agrees to include a similar requirement in each subcontract under this contract. Subcontractors shall submit requests for authorization to release through the prime contractor to the Contracting Officer.

(End of clause)

#### 52.242.4016 KEY PERSONNEL

It is mandatory that the key **managerial** personnel (**between 2-4**) identified in the contractor's proposal be used to perform work under this contract/task orders. Prior to diverting any of the specified individuals to other programs, the contractor shall notify the Contracting Officer reasonably in advance and shall submit justification (including proposed substitutions and their resumes) in sufficient detail to permit evaluation of the impact to the program. After award of a **contract**/task order, no change in key personnel shall be made without the prior written permission of the Contracting Officer.

#### 52.242-4610 WRITTEN RECORDS

The Contractor shall provide a written record to the Contracting Officer of all significant conferences, meetings, discussions, telephone conversations, etc. with Government representatives relative to this contract in which the Contractor and/or designated representative(s) thereof participated. These records shall be dated and shall identify the contract/task order Number and reference participating personnel, subject discussed, and conclusion reached. These records shall be provided within 10 calendar days of the recording. The Contracting Officer may edit and return the record for correction or prepare an addenda which includes additional information or information which differs from that stated by the Contractor.

#### 52.242-4614 METHOD OF ORDERING - (UNILATERAL AND BILATERAL)

- a. Services to be furnished under this contract shall be ordered by the issuance of both bilateral and unilateral task orders using DD Form 1155. Task order types can be firm fixed price, and time and materials, or contain a mixture of both.
- b. The Government shall be under no obligation to issue any particular number or types of orders and no liability to the contractor shall be incurred in the event that a certain number or types of orders are not issued. However, in accordance with EFARS 16.504 the Contracting Officer has established a minimum quantity (obligation) of \$5,000.00 for each awardee for the base year and \$5,000 for each awardee for each option year(s), if exercised. (NOTE: This is a minimum ordering amount; NOT a minimum payment. The Contractor shall only be entitled to its anticipated profit for an order of this amount and provable standby costs in the event that the Government does not issue an order up to the value of the minimum ordering guarantee.) The Contractor shall not exceed the monetary limit of any time and materials type task order without prior approval of the contracting officer. For the duration of the contract, the Contractor shall maintain the capability to perform the orders issued hereunder.

##### **c. Orders Under Multiple Award Contracts**

**Except as provided for below, for orders issued under multiple task order contracts, each awardee shall be provided a fair opportunity to be considered for each order in excess of \$2,500. In determining the procedures for providing awardees a fair opportunity to be considered for each order, the contracting officer may exercise broad discretion and consider such factors as past performance, quality of deliverables, cost control, price, cost, or other factors that the contracting officer, in the exercise of sound business judgement, believes are relevant to the placement of orders.**

**The procedures for selecting awardees for the placement of particular orders need not comply with the competition requirements of Federal Acquisition Regulation Part 6, although fair consideration will be given to all awardees prior to the placement of an order. Formal solicitations, evaluation plans, or scoring of offers or quotes are not required.**

**The contracting officer may employ oral proposal and streamlined procedures when selecting an order awardee. In addition, the contracting officer need not contact each of the multiple awardees under the contract before selecting an order awardee if the contracting officer has information available to ensure that each awardee is provided a fair opportunity to be considered for each order.**

**In limited instances, awardees will not be given an opportunity to be considered for a particular order in excess of \$2,500 under a multiple task order contract if the contracting officer determines that:**

**(1) the agency's need for the item is of such urgency that providing the opportunity would cause unacceptable delays;**

**(2) only one contractor is capable of providing the item because of unique or highly specialized qualifications;**

**(3) the order should be placed as a sole source order because the interests of economy and efficiency dictate that the contractor should receive it as a logical follow-on to an order already issued under the contract, provided that all awardees were given a fair opportunity to be considered for the original order; or**

**(4) it is necessary to place the order to satisfy a minimum guarantee.**

**No protest under FAR Subpart 33.1 is authorized in connection with the issuance of an order under the proposed task order contract, except for a protest that the order increases the scope, period or maximum value of the contract.**

**d. Ordering**

**(1) UNILATERAL ORDERS.** Use of unilateral (time-and-materials) task orders wherein Contracting Officer will send to the contractor a statement of work, a specified number of hours to be performed at the fixed hourly rates stipulated in the applicable portion of Schedule B and attachments of this contract, an estimate of any other direct costs to be associated with the performance of the statement of work. The extended price for the specified number of hours and other direct costs shall constitute an estimated ceiling price, which the contractor may not exceed except at his own risk. Should the work require a larger number of hours or more other direct costs, the Contractor shall submit to the Contracting Officer within 30 days of reaching 75% of the ceiling, or as specified in the individual task order, a justification for any anticipated increase in the amount of the ceiling price. The Contracting Officer may either increase or allow the ceiling price to remain in effect. The Contractor shall not transfer labor, material or travel dollars between separate orders.

**(2) BILATERAL ORDERS.** Prior to issuance of any bilateral task order under this contract, the Government will transmit the statement of work by letter to the selected contractor(s). After receipt of that letter, the contractor shall provide an estimate of the cost to perform that statement of work utilizing only the labor categories and rates set forth in this contract. The estimate must include all labor, materials, and travel required for completion of the statement of work, and the technical rationale therefore. Based upon the contractor's estimate, the Government and the Contractor will enter into discussions and reach agreement on an estimated ceiling price if for a time-and-materials order, or for a fixed amount in the event of a firm-fixed price order. After agreement by the Government and the Contractor on the estimate for performance of the statement of work, the Government will provide an unsigned task order containing the statement of work at the agreed-upon estimated ceiling price or fixed price for signature by the contractor. The Contractor must return the signed task order to the Government for signature by the Contracting Officer within 3 work days of receipt. **EXPEDITED.** When task order performance is urgent, the Government will transmit the statement of work via electronic means or facsimile. Within 2 working days and not later than the third morning (10:00 a.m. local time) the Contractor shall provide an estimate of the cost to perform the statement of work and the technical rationale therefore. Discussions, if necessary, will be conducted to determine

a fair and reasonable price. Upon agreement of the ceiling price or fixed price, the Government will transmit the task order by electronic means or issue a verbal notice of award. If a verbal notice award is issued, it shall be followed by the issuance of the formal task order.

e. If the Contractor determines that the statement of work is not within the scope of the basic contract, the contractor shall notify the Contracting Officer immediately in writing and shall include the reason for such judgment.

f. All orders will be signed by the Contracting Officer before performance of work is to begin, unless a verbal notice to proceed is issued by the Contracting Officer. NOTE: No work shall be initiated by the contractor prior to either (1) receipt of the signed task order or (2) a written or verbal notice to proceed. It is the intent of the Government to distribute the issuance of task orders over the period of the contract; however, due to the nature of the mission, there is no guarantee of an orderly flow of work. Task orders may be issued under this contract from date of award throughout contract ordering period.

g. All task orders issued hereunder are subject to the terms and conditions of the basic contract. The basic contract shall control in the event of conflict with any task order.

h. When mailed or sent by electronic means or facsimile, a task order shall be deemed "issued" for purposes of this contract at the time the Government deposits the task order in the mail or transmits the order by electronic facsimile (FAX). For task orders other than those mailed or sent by electronic means or facsimile, the task order shall be deemed "issued" when signed by the contracting officer. For verbal award notice prior to issuance of the hardcopy task order, the task order will be deemed "issued" upon verbal notice by the Contracting Officer and the date will be so reflected on the task order document.

i. The work to be performed shall be in accordance with the written statement of work attached to each task order and made a part thereof.

(END OF CLAUSE)

#### 52.242-4623 TRAVEL EXPENSES

Maximum amounts allowable as travel expenses will be specified in the Government's Joint Travel Regulation (JTR), in effect at the time travel occurs. Invoices submitted for payment of travel expenses shall include the following information: name of traveler, destination, purpose, duration, and cost broken down by elements.

(END OF CLAUSE)

#### 252.242-7000 POSTAWARD CONFERENCE (DEC 1991)

The Contractor agrees to attend any postaward conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation subpart 42.5.

(End of clause)

### SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

The following have been modified:

#### L.2 - PROPOSAL PREPARATION INSTRUCTIONS

This section provides general guidance for preparing the proposal and proposal revisions, as well as specific instructions on the format and content of the proposal. The Offeror's proposal must include all data and information requested by these instructions and must be submitted in accordance with these instructions.

The Government will read/evaluate only the maximum number of pages allowed. Nonconformance with the specified organization, content, and page limitations may be cause for proposal rejection.

##### L.2.1 Proposal Organization/Page Limits

The Offeror shall prepare the proposal as set forth in the table below. The titles, contents, and page limits of each volume shall be as defined in the table below.

Volume	Title	Maximum Page Limit
I	Technical Proposal (Typed)	50
II	<b>Management/Organization Capability/ Key Personnel</b>	40
III	Contract Documentation/Price Proposal	None

### L.2.2 Proposal Format

The proposal shall be clear and concise, and shall include sufficient detail for effective evaluation. The proposal shall not simply restate or rephrase the Government's requirements, but rather provide a convincing rationale explaining how the Offeror intends to meet these requirements. Offeror shall assume that the Government has no prior knowledge of their experience, and will base its evaluation on the information presented in the Offeror's proposal.

Each of the three volumes shall be written on a stand-alone basis so that its contents may be evaluated without cross-referencing.

Elaborate graphics, multi-media functions (for example, video clips or sound bites), or other embellishments are unnecessary and are not desired.

L.2.3 Distribution: Offeror shall submit an original and five (5) hard copies in three-ring binders and 6 electronic CDs. (see paragraph L.2.4)

L.2.4 Electronic Media: Offeror shall submit their electronic proposal on a CD ROM disk. All volumes shall be submitted on one CD in the Adobe Portable Document File (PDF) format with a table of contents of the proposal structure. The CD shall contain an electronic label.

The Offeror should take reasonable precautions to ensure that the CD provided is free of viruses. The Offeror is reminded if the hard copy version contains restrictive legends, the CD shall contain the same markings.

### L.2.5 Pages and Typing

Page size shall be 8 1/2 by 11 inches. Text shall be single-spaced, in 11-point Arial font.

Page limitations shall be treated as maximums. If exceeded, excess pages will not be read or considered in the evaluation of the proposal. Each page shall be counted except for the following: cover pages, table of contents, cross-reference matrix, tabs, glossaries, and attachments.

L.2.6 Cost or Pricing Information: All cost or pricing information shall only addressed in the price proposal.

L.2.7 Proposal Revisions: When submitting revised proposals, the Offeror shall submit changes in accordance with the following:

Proposal revisions shall be submitted as one original, five (5) hard copies, and 6 electronic copies on CD.

If only an individual page(s) need to resubmitted, the Offeror shall include the following on each page: In the upper right corner of each revised, include the Offeror name, exact location (volume, section, page number, etc) within the original proposal, and date of resubmittal. A change bar in the margin to indicate the changed part of the page shall



mark all changes. If the revision exceeds one page, each page shall be marked with the page number it is replacing and a numerical or alphabetical extension (i.e., 2-a....2-d). For each deleted page, a blank page shall be submitted denoted with "page intentionally left blank" and the original page number.

### L.3 - PROPOSAL INSTRUCTIONS

The Offeror is responsible for providing adequate detail to permit a complete and accurate evaluation of technical/management, past performance, and price proposals.

#### L.3.1 VOLUME I - TECHNICAL PROPOSAL

The technical proposal volume should be specific and complete. Offerors are cautioned that "parroting" the requirements in the solicitation with a statement of intent to perform does not reveal the Offeror's understanding of the solicitation or provide insight into the Offeror's capabilities and record.

**Technical Experience:** The Offeror should provide a detailed explanation as to how they plan to execute the contractual performance requirements identified in Section C, paragraph 1 of the Statement of Work.

**Past Performance:** The Offeror shall submit its past performance information described below as part of its proposal. Past performance references and contacts submitted may include those with federal, state, and local governments, and those with commercial or private customers for efforts similar to the Government requirement.

**References:** The Offeror should provide references for three to five projects for ESS work and three to five projects for UMCS work. Or, 6-10 projects if experience is only with ESS or UMCS. Projects cited and references should be recent (within the last five years). Reference information should include the name and address of the customer, as well as a current primary point of contact and current telephone number. The Offeror should state if the Offeror was the prime contractor, subcontractor, or, if the project work was performed by individual key personnel (identify name of personnel), all of which will be evaluated equally. References will be contacted to obtain Past Performance Information. If the Offeror fails to provide valid current customer contacts, past performance references may not be considered.

Past performance information may be obtained from: 1) the references listed in the proposal, 2) other customers known to the Government, 3) any other sources who may have useful and relevant information.

#### L.3.2 VOLUME II – MANAGEMENT/ORGANIZATION CAPABILITY/KEY PERSONNEL

The Offeror shall submit a Management Plan and organization charts showing the Offeror's corporate structure and line of authority. The Offeror should provide resumes of key personnel, including management directly responsible for performance under the contract. In keeping with the performance-based nature of this contract, the Offeror should determine and justify which personnel are considered key personnel in line with his/her proposed technical and management approach to this contract. The Offeror should address how efficiency will be attained in all areas while providing a high level of quality service. The Offeror should address resources available for the support of this contract, including facilities, equipment, inventory, and staffing. The offeror shall provide an organizational chart showing the number of persons available and their respective disciplines. The Offeror must identify a single point of contact for Government interface on all contractual/management issues.

#### L.3.3 VOLUME III - CONTRACT DOCUMENTATION/PRICE PROPOSAL

Standard Form (SF) 33/Section B- Contract Line Item Number (CLIN) Pricing/Section K-Representations and Certifications Volume III shall contain the following:

-A completed, signed and dated SF 33 (Page 1). The original copy should be clearly marked under separate cover and should be provided without any punched holes.

-Section B. As stated in Section B of the SF 33 the Offeror shall propose on all CLINs. All labor categories proposed must be priced. **Additional labor categories may be added at a later date on an as needed basis.** In

additional, all option years shall be priced. An Offerors proposal will not be considered if the Option Years are not priced. CLINS 0002, 0003, 0005, 0006, 0008, 0009, 0011, 0012, 0014 and 0015 should not be priced at this time.

-Section B. Labor Rate Format (See Attachment 6, Section J). Offeror should utilize this format when submitting their price/cost proposal .

-Section K. Complete all representations and certifications.

(End of Summary of Changes)